

Floorball New Zealand  
1 Earn Place  
Island Bay  
Wellington, New Zealand



## Women's National team manager 2018–2019 – Job description

Floorball New Zealand has had Women's teams playing in World Floorball Championship Qualification Tournaments in 2015 and 2017. Although the teams did not qualify, the team was competitive at those events and is showing an increased depth in players. Additionally, the team will be looking build off the successful Women's U19 tournament played in Switzerland earlier this year.

The New Zealand team will play again in the 2019 WFCQ Tournament which is held in Bangkok, Thailand from 27<sup>th</sup> January to 1<sup>st</sup> February 2019. Australia, Thailand and the Philippines are the other three teams in pool play with the NZ Team. The second pool is made up of Japan, Singapore, Republic of Korean and Malaysia. Four of the eight teams will qualify for the World Floorball Championships. Should the New Zealand team qualify, they would travel to the World Floorball Championship Finals held in Switzerland (Neuchâtel), December 2019.

Floorball New Zealand is committed to further improve and strengthen the Floorball performance of the New Zealand National teams. Therefore, Floorball New Zealand is looking for a National Team manager for the Women's National team for the campaign of the 2019 World Floorball Championships. The team manager will work closely with Sven Sundin who has been appointed as head coach. Sven will lead, train and coach the team from October this year until the Qualification Tournament in 2019 and in case of Qualification, also to the World Cup Finals in December 2019. The team manager will support the head coach with administration, organisation and team management.

### The successful applicant will have:

- A real passion for Floorball and the development of individual players as well as a positive team culture and spirit
- A strong dedication to working and developing players and help them become a strong part of future National teams
- Very good organisation and communication skills to work effectively with the head coach and to liaise with players, parents, IFF, other countries and local organisers.
- A positive and supportive attitude to inspire and encourage all players

Due to the fact that a large part of the players for the New Zealand National team is based in the lower North Island, the main training location will likely be in Wellington. Trainings will be in the form of weekend training camps and individual training days spread over several months.

**Job title:** National team manager  
**Reports to:** Head Coach: Sven Sundin  
**Works with:** Floorball New Zealand committee, General Secretary and Treasurer  
Other coaching and team staff  
Players and parents of players

#### **MAIN DUTIES & RESPONSIBILITIES:**

- send out regular team emails and communication
- organise training bookings and liaise with head coach about training schedule for training weekends, training games, etc.
- organisation of other team activities, team building, etc. as requested by Head Coach
- organise team uniforms and gear, incl. presents/gifts for other countries, liaise with Floorball NZ about team uniform order
- liaise with IFF and local organisers, complete team lists, etc.
- organisation and co-ordination of team accommodation, local transport and food
- liaise with additional team staff and team support (e.g. medical staff, fitness coach, nutritionist, etc.).
- put together a budget for the campaign, establish team costs and liaise with treasurer of Floorball NZ who will check and approve the budget
- monitor payments of players and sponsors and put final accounts together for the campaign and report back to the treasurer of Floorball NZ to sign off final account
- coordinate team fundraising activities as agreed by the team
- liaise with Floorball NZ about grant applications
- manage sponsorship proposal, send out to team and potential sponsors and coordinate responses
- liaise with all sponsors to ensure sponsorship agreements are followed and team/Floorball NZ obligations are met, regular contact to sponsors and updates from team are provided, and a good relationship is maintained
- organise media coverage of team in coordination with event organisers and Floorball NZ
- Organise/co-ordinate/provide social media updates through Floorball NZ and other platforms

#### **POSITION REQUIREMENTS:**

- Very good organisation skill and preferably experience at organising and administrating sports teams or organisations in New Zealand.
- Good communication skills with the ability to communicate effectively verbally and in writing to players, team, head coach and a wide range of stakeholders
- Sound interpersonal skills with the ability to tailor interactions to achieve desired outcomes
- Strong passion and commitment to develop a strong and positive team culture
- Ability to work independently and as a team member and cope within a changing environment while achieving goals
- Commitment to meet players and head coach's needs
- Commitment to continuous quality improvement.

Floorball New Zealand is currently not in a position to offer payment for this position or offer any compensation for travel expenses, accommodation, food, etc. in connection with the role as team manager. Any applicant applying for this role is doing so in a volunteer capacity.



**REGISTRATION OF INTEREST:**

Applicants interested in the role of New Zealand Women's Floorball National team manager are to submit their application and resume to:

Rob Campbell, President of Floorball NZ, [robz\\_campbell@hotmail.com](mailto:robz_campbell@hotmail.com) via email.

**Registration of interest closes on 18/10/2018**

Floorball New Zealand endeavors to appoint a National team manager as soon as possible.

As the National team manager will work with under age players, a police check is required and should be submitted together with the registration of interest.

At least one reference should be indicated who can be contacted by Floorball NZ as required.

For any further questions, please contact either:

Floorball New Zealand President  
Rob Campbell  
[robz\\_campbell@hotmail.com](mailto:robz_campbell@hotmail.com)

Women's team Head Coach  
Sven Sundin  
[svenerik.sundin.nz@gmail.com](mailto:svenerik.sundin.nz@gmail.com)

